Sanitized Copy Approved for Release 2010/10/14 : CIA-RDP88G00186R000700850025-9

	FILE:	REGISTRY			and production
	ROUTING AND T	TRANSMITTAL SLIP	Dete	SEPT 19	
TO: (Name, office symbol, room number, building, Agency/Post)				initials	Dete
1.	DIRECTOR OF F				
2					
3.	·				
4.					-
S.					
_	ction	File	Not	e and Retu	<u></u>
_^	pproval	For Clearance		Per Conversation Prepare Reply	
_	s Requested	For Correction			
Circulate		X For Your Information	See Me		
	omment	Investigate	Sign	Signature	
ic	condination	Insatile	17		

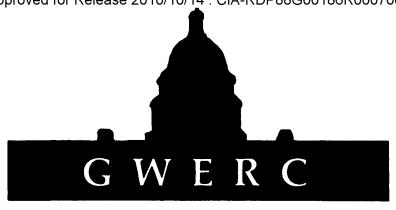
Phone No.

FROM: (Name, org. symbol, Agency/Post)

EO/DDA 7D18 HQS

OPTIONAL FORM 41 (Rev. 7-76)

STAT STAT



GREATER WASHINGTON EMPLOYEE RELOCATION COUNCIL

MS. MARGE BACKUS Relocation Manager AT&T Information Systems 1000 Wilson Boulevard Arimston, VA 22209 Tel: (703) 247-5130

MS. DEE DEE BRYANT Manager-Travel & Relocation OCC. Benetits & Travel Service 490 L'Enfant Plaza Washington. D.C. 20219 Tel: (202) 447-0231

MRS. JENNY COOPER Vice President/Director Mount Vernon Relocation Center 5999 Stevenson Avenue Alexandria, VA 22304 Tel: (703) 751-7200

MS. SUE HUBER Personnel Management Specialist Federal Aviation Administration Apt 200. FAA Building 800 Independence Avenue. S.W. Washington. D.C. 20591 Tel: (202) 426-8832

MR. CARL JACOBS Director, Human Resources American Bankers Association 1120 Connecticut Avenue, N.W Washington, D.C. 20036 Tel: (202) 467-4000

MRS. BETTIE KENNEDY Manager. Industrial Relations Magnayox. Inc. 2990 Telestar Court South Falls Church. VA 22042 Tel: (703) 698-9250

MR. DAVID LEE Deputy Assistant Director Office of Administration U.S. Secret Service 1800 G Street. N.W. Washington, D.C 20223 Tel: (2024 \$35-5782

MS. CAROL M. LUCAS Consultant 0816 Capri Place Bethesda, MD 20817 Tel: (301) 469-5497

MRS. ANNETTE MATEER Director or Statting & Placement Litton-Amecom 5115 Calvert Road College Park. MD 20740 Tel: (301) 454-9868

MR. DENNIS MURPHY
Manager. Business Development Bureau
Greater Washington Board of Trade
1129-20th Street. N.W.
Washington. D.C. 20036
Tel: '2021 857-5966

MR. KEVIN RUSSELL Director Sales and Account Management Homequity o55 15th Street. N.W. #300 Washington. D.C. 20036 Tel: (202) 639-4068

MS. DOROTHY I. SCHWATKA Manager. Relocation Services MCI 1133 19th Street. N.W. Washington. D.C. 20036 Tel: (202) 887-2493

MR. IOHN SKAGGS Section Chief Federal Bureau of Investigation Room 6888 9th & Pennsylvania Ave., N.W. Washington, D.C., 20535 Tel: (202) 324-2865

MR. IEFF WHITEHOUSE
Manager. Sales & Marketing
Smith's Moving & Storage
Company. Inc. (Maytlower)
011 South Pickett Street
Alexandra. VA 22304-4073
Tel: (703) 370-8300

September 12, 1985

Dear Personnel/Relocation Professional:

Are you responsible for Employee Relocation? Does management look to you for information and decisions about relocation policy, costs, and employee benefits and needs? YOU ARE NOT ALONE! Employee relocation is a growing concern in the Washington, D.C. area.

Motivated by a common interest, a group of relocation administrators and service firms from Washington, D.C., Maryland and Virginia met in July to outline a plan for a local relocation council. Out of this and subsequent meetings came our vision of the Greater Washington Employee Relocation Council (GWERC). The GWERC is a not-for-profit organization established to promote the exchange of information and ideas in the field of employee relocation.

The first general membership meeting will be October 23, 1985, at GEICO, 5260 Wisconsin Avenue, Chevy Chase, Maryland. This session will bring together experts in the field of relocation and provide an opportunity to meet your counterparts in other organizations. Additional information on this meeting will be sent to you in September. We plan to meet quarterly. In addition, the GWERC will distribute a newsletter to members containing guest articles, ideas, and trends in relocation with an emphasis on local issues.

The GWERC offers a unique opportunity for relocation professionals in this area. Please return the enclosed membership application right away to the secretary of the GWERC. If you need further information about the GWERC membership and the October meeting, please contact any of the members of the Planning Committee shown on this letter.

We are looking forward to your participation in the GWERC.

Sincerely,

The Planning Committee

Greater Washington Employee Relocation Council (GWERC)

FIRST MEMBERSHIP MEETING AND SEMINAR

Wednesday, October 23, 1985 3-6:30 p.m.

Location:

GEICO

GEICO Plaza

5260 Western Avenue Chevy Chase, Maryland

3-5 p.m. Membership Meeting

Guest Speaker:

CRIS COLLIE

Executive Vice President

EMPLOYEE RELOCATION COUNCIL

Topic:

RELOCATION TRENDS

5-6:30 p.m. Reception Sponsored by GEICO

RESERVATIONS

Sue Huber
National Relocation Services Coordinator
Federal Aviation Administration
Apt. 200 FAA Building
800 Independence Avenue SW
Washington, D.C. 20591

Tel.: **426-8832**

Greater Washington Employee Relocation Council

Purpose

. . .

- 1. To serve as a forum for the exchange of information and ideas among professionals involved in the field of employee relocation.
- 2. To focus on discussion of local relocation issues and solving the problems of relocation administrators in the Washington area.
- 3. To act as not-for-profit organization to promote professional standards and foster educational development in relocation.
- 4. To act as a channel of communications between E-R-C and individual members.
- 5. To provide professionals involved in relocation administration and services an outlet for sharing expertise and experiences and pooling knowledge and talents.
- 6. To monitor and evaluate current trends in relocation.
- 7. To collect and disseminate relocation ideas and information through print, seminars, workshops and other meetings.